

**TOWN OF FOREST HEIGHTS, MARYLAND**  
**TOWN MEETING**  
**VIRTUAL MEETING | MONDAY, AUGUST 2, 2021, | 7:30PM**  
**AGENDA**

**Call to Order: 7:30PM**

**Roll Call Council:**

1. Habeeb-Ullah Muhammad, Mayor	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
2. Calvin Washington, Council President -- Ward I	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
3. Robert Barnes, Councilman -- Ward I	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
4. Clifton Atkinson, Councilman – Ward II	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
5. Theresa Brownson, Councilwoman – Ward II	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
6. Taunya Hines, Councilwoman – Ward III	<input type="checkbox"/> Present	<input type="checkbox"/> Absent
7. Paula Noble, Councilwoman – Ward III	<input type="checkbox"/> Present	<input type="checkbox"/> Absent

**I. Moment of Silence**

**II. Pledge of Allegiance to the Flag of the United States of America**

**III. Approval of Agenda**

- a. Minutes from July 12, 2021
- b. Minutes from July 21, 2021

**IV. A Brief Discussion on the Year Ended June 30, 2020, Audit from Mr. Francis DiSalvo**

**V. Reports**

- a. Treasurer
- b. Public Works Director
- c. Code Enforcement
- d. Police Chief
- e. Town Administrator

**VI. Councilmember/Mayor Report**

- a. Ward I
- b. Ward II
- c. Ward III

**VII. Legislation**

- a. **RESOLUTION 40-21: FISCAL YEAR 2022 BUDGET AMENDMENT**
- b. **RESOLUTION 41-21: FISCAL YEAR 2021 BUDGET AMENDMENT**
- c. **RESOLUTION 42-21: A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF FOREST HEIGHTS (THE "TOWN") AUTHORIZING NEGOTIATIONS AND THE ISSUANCE OF A NON-BINDING NOTICE OF INTENT TO PURCHASE LAND SUBJECT TO AN APPROVING ORDINANCE OR RESOLUTION TO INITIATE A CONDEMNATION CIVIL ACTION OR TAKING WITH JUST COMPENSATION TO ACQUIRE CERTAIN REAL PROPERTIES NEAR FOREST HEIGHTS ELEMENTARY SCHOOL AND INDIAN HEAD HIGHWAY ALONG TALBERT DRIVE FOR A PUBLIC PURPOSE AND AN APPRAISAL TO DETERMINE FAIR MARKET VALUE**
- d. **ANNEXATION RESOLUTION NO. 01-2021: A RESOLUTION PROPOSING THE ANNEXATION OF PRIVATELY-OWNED (TAX EXEMPT) LAND KNOWN AS THE FAITH SUBDIVISION AND LOCATED AT 5701 LIVINGSTON ROAD (TAX MAP 96, GRID A2, PARCEL EQ. 7.2100) INTO THE TOWN OF FOREST HEIGHTS (THE NINTH EXTENSION)**
- e. **ORDINANCE 03-21: AN ORDINANCE TO INCREASED THE SALARIES OF THE TOWN'S ELECTED OFFICIALS BY AMENDING SECTION 2.2 OF THE TOWN ORDINANCE CODE**

**VIII. Public Period (limit 2 minutes)**

**IX. Closed Session**

**X. New Business**

**XI. Adjournment**

<https://us02web.zoom.us/j/86008316885>

Meeting ID: 86008316885

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Meeting ID: 86008316885



**Town of Forest Heights**  
**Mayor/Council Work Session 7:30 PM**  
**Monday, July 12, 2021**  
**Meeting Minutes**  
**Virtual Meeting**

**Call to Order:** 7:30 PM

**Roll Call:** CM Barnes, CM Washington, CW Hines, CW Noble, CW Brownson, CM Atkinson, Mayor Muhammad

**Moment of Silence:**

**Pledge of Allegiance:**

**Approval of Agenda:** Motion by CM Washington to approve the agenda; seconded by CW Hines; all in favor; motion passed.

**Public Period:** Ms. Cynthia Mann signed up to speak but was not present.

**Staff Reports:**

**Treasurer:** Town Treasurer Mrs. Vaughn announced that the deadline for the budget should be Wednesday. She clarified that the expense from Pennoni had been approved by the council. Captain Jones stated that the \$18,000 listed under tree removal was to clear a site of 18 trees and stumps from 606 Modoc Lane.

**Public Works Director:** Public Works Director answered questions from CW Brownson, replying that the Town did not have a summer intern program this year. The Town is in the process of determining the cause of the water issues on Cree Drive, and that he wanted to have a meeting with the residents because some of the water issues are coming from their property. There is also the issue of groundwater. Forest Heights has a lot of concrete conduits. Town Attorney Mr. Kevin Best reminded the town that Pennoni did a 2010 comprehensive infrastructure plan for stormwater drains. While it would need to be updated it is a major project and source of information for the Town. He offered to scan the document to the clerk.

**Code Enforcement:**

**Police Chief:** CW Noble asked if residents still needed to call 911. The chief implored residents to continue calling 911 unless for very minor issues. In response to a question, "CW" is police code for community walk. This is part of a police initiative for officers to get out of their cars and interact with the community on the streets.

**Town Administrator:** CW Brownson asked about trash being picked up on July 5<sup>th</sup>. The Town Administrator answered that typically holidays that fell on a Monday meant trash pickup on Tuesday. It was not recognized this year by the trash collection, so the town advertised that fact on multiple sources.

**Ward Reports**

**Ward I:** CM Washington noted that he attended the MML convention in Ocean City and found it to be very informative. Specifically, he attended a seminar on water and sewer infrastructure that he believed could help the Town in solving their issues. He announced that the Town was able to secure the GoVax mobile vaccination unit for National Night Out and Concert in the Park. He urged those who had not yet been vaccinated to do so. He noted that the tree in Forest Heights Neighborhood Park was cleaned up by Park and Planning.

CM Barnes stated that the Water Balloon Party event held on Saturday went well.

**Ward II:** CW Brownson noted that she had also attended the MML convention, including a grant workshop. She also attended the Water Balloon Party and commended the event, the police department, and Town staff.

**Ward III:** CW Hines relayed that she attended the MML convention and the Water Balloon Party event on July 10<sup>th</sup> and had a good time.

CW Noble commended the police department for advertising the Water Balloon Party in advance. She noted that there were some trees in the right of way that residents were concerned over.

**Mayor's Report:** None

**Legislation**

**Resolution 31-21:** A Resolution to approve a consulting services agreement with Greenwill Consulting Group, LLC as the Town Lobbyist. Motion by CM Washington to waive the full reading; seconded by CW Hines; discussion; CW Noble asked if the Town kept a running report of the funds received. The Town Administrator responded that the Town receives an annual package detailing what they facilitate. CM Washington asked what other companies are available and if the Town had reached out to other municipalities. The Town Administrator replied that they had not reached out. Attorney Best noted that MML passes a report of state legislation after session and one can see who helped pass that.

**Resolution 32-21:** A Resolution by the Mayor and Town Council approving Town participation with the CDC to apply for a state revitalization program commercial façade improvement grant from the Maryland Department of Housing and Community Development; motion by CM Washington to waive the full reading; seconded by CM Barnes; discussion. The Town Administrator explained that the purpose is to partner with the CDC to submit a grant for façade improvement for businesses in the Town. The deadline is July 13<sup>th</sup>. However, a letter of intent has already been written pending approval of the Council. CW Hines asked if there would be some form of committee to allocate the grant. The Town Administrator replied that they had time to establish policy, they just needed to get permission to apply for the grant money. Presentation by Ms. Cynthia Mann with the CDC. She reiterated the points made by the Town Administrator. She stressed the need to help the businesses in the Town. The grant does not



require funding from the Town, and management would fall to the CDC and contractors. It would be phase 1 of a pilot program. CM Washington asked if it would be a uniform façade, Ms. Mann answered yes. She also brought up those similar projects had been done in Hyattsville, College Park, Greenbelt, and North Brentwood. The Town Attorney informed the mayor that the resolution would need to be amended because the CDC changed their name to the Greater Oxon Hill Community Development Corporation. He also reiterated that the letter Mr. Robinson sent is not binding. Ms. Mann stated that they still serve Forest Heights and had decided to change the name. 6 businesses are in the package. CW Brownson asked about the working relationship with the CDC and Town. Ms. Mann answered that while there had been some disappointments they wanted to move forward with the Town. Mayor Muhammad thanked Ms. Mann for her time and set the decision to be made on Wednesday July 21.

**Resolution 33-21:** A Resolution establishing an alternate system whereby electronic payments of authorized purchases may be accomplished through Bill.com, provided documentation shall be maintained for a finance automation pilot program to be administered by the Forest Heights Police Department; motion by CM Washington to waive the full reading; seconded by CW Hines; CW Noble asked if the treasurer was the bonded individual and if there was a fee; Town Treasurer Mrs. Vaughn answered that she would be the person to authorize the funds dispersed as the last step.

**Resolution 34-21:** A Resolution to approve a donation to the Forest Heights Police Department of (1) Comfort/Therapy Labrador Retriever K-9 from Humane Rescue Alliance of Washington DC; motion by CM Washington to waive the full reading; seconded by CW Hines; discussion; the dog is 1 year old, and the police department has working relationships with organizations that have training programs. Other departments have adopted comfort/therapy dogs as a means of putting those with mental illness and those suffering from traumatic experiences at ease.

**Resolution 35-21:** A Resolution of the Mayor and Council of the Town of Forest Heights, Maryland to approve the employment and appointment of Antonio Fogg as a police officer to serve within the Forest Heights Police Department and to approve a reimbursement agreement; motion by CW Brownson to waive the full reading; seconded by CW Hines; all in favor; motion passed. Chief Rease went over the background of the officer, noting that he attended the Saturday event.

**Resolution 36-21:** A Resolution to amend the Mayor and Council of the Town of Forest Heights appointing Council committees and chairs; motion by CW Hines to waive the full reading; seconded by CM Washington; discussion; CW Noble noted that some committees had 4 members and that would be considered a quorum. CW Brownson volunteered to leave the Public Works committee. CW Hines was removed from streetlighting, and from Public Works. The role of the committee is to have weekly meetings with Public Works.

**Resolution 37-21:** A Resolution approving a resignation, waiver, and general release agreement for a reserve police officer; to discuss in closed session.

**Resolution 38-21:** A Resolution of the Mayor and Council to approve the employment and appointment of Orlando Vega as a police officer to serve within the Forest Heights Police Department and to approve a reimbursement agreement; motion by CM Washington to waive the full reading; seconded by CW Hines

**Closed Session:** Motion to go into closed session to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointee, employee, or official over whom this public body has jurisdiction, any other personnel matter that affects one or more specific individuals by CM Washington; seconded by CW Hines. All in favor; motion passed.

Recorded Vote to close the meeting Date July 12, 2021: Time 9:25pm Location Virtual Meeting

Motion to close meeting made by CM Washington: Seconded by CW Brownson; All in favor  
Statutory authority to close session (check all provisions that apply).

This meeting will be closed under General Provisions Art. § 3-305(b) only:

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) (1)	To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals	To discuss the performance of employee



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**Exit Closed Session-9:50 PM: Date July 12, 2021,** Members present, CW Brownson, CM Barnes, CW Noble, CM Washington, CW Hines, CM Barnes, Town Attorney Kevin Best, Town Administrator Mr. Robinson, Town Clerk Mrs. Sherletta Hawkins, Chief Anthony Rease, and Captain Marcus Jones.

**Statutory authority to close session (check all provisions that apply).**

**This meeting will be closed under General Provisions Art. § 3-305(b) only:**

(1)\_\_\_“To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”;

**New Business:** CW Noble asked if the ordinance would have been attached for the budget in reference to the Mayor and Council salaries. CM Washington responded saying that it had old information, so he asked it to be introduced to the next meeting with the corrected information. CW Noble asked if Public Period could be moved after legislation only during the work session meetings.

CW Hines inquired about implementing a stop sign on Woodland Drive because there was almost an accident. Chief Rease commented that several side streets did not have stop sign, what needs to happen is they need to look at the code, determine if signs were there previously, and if not, then the council needs to vote on it. Temporary signs may be put up at the mayor's request.

**Meeting Adjourned: 10:05 PM**



**Town of Forest Heights  
Town Meeting- 8:00 PM  
Wednesday, July 21, 2021  
Meeting Minutes  
Virtual Meeting**

**Call to Order:** 8:01 PM

**Roll Call:** CM Barnes, CM Atkinson, CW Brownson, CW Hines, CW Noble, CM Washington present. Mayor Muhammad absent. Quorum established.

**Moment of Silence:**

**Pledge of Allegiance:**

**Approval of Agenda:** Motion by CW Hines to approve the agenda; seconded by CW Brownson; all in favor; motion passed.

Minutes from July 12, 2021, will be presented at meeting on Monday, August 2, 2021.

**Public Period:** None

**Legislation:**

**Resolution 31-21:** A Resolution to approve a consulting services agreement with Greenwill Consulting Group, LLC as the Town Lobbyist; motion by CW Hines to waive the full reading; seconded by CM Barnes; all in favor; motion by CW Hines to adopt Resolution 31-21; seconded by CW Noble; discussion. CW Noble inquired about the funds that the lobbying group had brought to the Town. The Town Administrator, Mr. Robinson, noted that they had included a synopsis, including a \$125,000 bond bill of the accomplishments of Greenwill. In 2021, the Town secured a bond bill for Cree Drive. Greenwill and State Senator Obie Patterson facilitated that bill. CW Noble commented that since Forest Heights is the only municipality in State District 26, Senator Patterson should be able to hear its issues. Mr. Robinson noted that the lobbyists represent the Town during legislation, and among other things, helped secure CARES act funding (COVID relief). The Town does not have enough staff to fully represent them in Annapolis. Vote; (6 yes; 0 no) motion passed.

**Resolution 32-21:** A Resolution by the Mayor and Town Council approving Town participation with the CDC to apply for a state revitalization program commercial façade improvement grant from the Maryland Department of Housing and Community Development; motion by CW Hines to waive the full reading; seconded by CM Barnes; all in favor; motion by CM Barnes to adopt Resolution 32-21; seconded by CW Noble; discussion; CW Hines asked Ms. Mann for a copy of the proposal, and noted that she was seeking more information. Mr. Robinson stated that there was an attachment. CM Washington said that the façades of the storefronts were currently subpar. It would not cost the Town anything, and they would not commit to anything that costs the Town. CM Washington emphasized the need for the service. The intent is to have the town support the grant. Ms. Mann asked to speak, it was out of order; vote (4 yes; 2 no) motion passed.

**Resolution 33-21:** A Resolution establishing an alternate system whereby electronic payments of authorized purchases may be accomplished through Bill.com, provided documentation shall be maintained for a finance automation pilot program to be administered by the Forest Heights Police Department; motion by CW Noble to waive the full reading; seconded by CM Barnes; motion by CM Barnes to adopt Resolution 33-21; seconded by CW Noble; no discussion; vote; (5 yes; 1 no) motion passed.

**Resolution 34-21:** A Resolution to approve a donation to the Forest Heights Police Department of (1) Comfort/Therapy Labrador Retriever K-9 from Humane Rescue Alliance of Washington DC; motion by CM Barnes to waive the full reading; seconded by CW Noble; motion to adopt Resolution 34-21 by CM Barnes; seconded by CW Noble; no discussion; vote (6 yes; 0 no) motion passed.

**Resolution 35-21:** A Resolution of the Mayor and Council of the Town of Forest Heights, Maryland to approve the employment and appointment of Antonio Fogg as a police officer to serve within the Forest Heights Police Department and to approve a reimbursement agreement; motion by CW Hines to waive the full reading; seconded by CM Barnes; all in favor; motion by CW Hines to adopt Resolution 35-21; seconded by CM Barnes; vote (6 yes; 0 no) motion passed.

**Resolution 36-21:** A Resolution to amend the Mayor and Council of the Town of Forest Heights appointing Council committees and chairs; motion by CW Hines to waive the full reading; seconded by CM Barnes; motion by CM Barnes to adopt Resolution 36-21; seconded by CW Hines; no discussion; vote (6 yes; 0 no) motion passed.

**Resolution 37-21:** A Resolution approving a resignation, waiver, and general release agreement for a reserve police officer; motion by CW Hines to waive the full reading; seconded by CM Barnes; motion by CM Barnes to adopt Resolution 37-21; seconded by CW Hines; no discussion; vote (6 yes; 0 no); motion passed.

**Resolution 38-21:** A Resolution of the Mayor and Council to approve the employment and appointment of Orlando Vega as a police officer to serve within the Forest Heights Police Department and to approve a reimbursement agreement; motion by CM Barnes to waive the full reading; seconded by CW Hines; motion by CW Hines to adopt Resolution 38-21; seconded by CM Barnes; no discussion; vote (6 yes; 0 no) motion passed.



**Town of Forest Heights  
Town Meeting- 8:00 PM  
Wednesday, July 21, 2021  
Meeting Minutes  
Virtual Meeting**

**Resolution 39-21:** A Resolution to authorize the Mayor/Council to accept the proposal and enter into a contract with ASIL Public Relations, LLC to maintain community engagement/public relations for the Town of Forest Heights/Police Department; motion by CM Barnes to waive the full reading; seconded by CW Hines; motion by CM Barnes to adopt Resolution 39-21; seconded by CW Hines; discussion; the contract ends at the end of the month. The Town Clerk explained their duties to the Town, and that they were comparatively inexpensive for social media companies. CM Washington commended their work. CW Noble asked for more time to review contracts about to expire. Vote; (6 yes; 0 no) motion passed.

**New Business:** CW Noble noted that the African American Mayors Association had a conference upcoming on funding and stated that she wanted the Mayor to look into it. She said it was in the middle of August. She also stated she participated in the virtual MML and thanked the Town Clerk for her help.

CM Washington noted that the Town needed more representation on PGCMA.

**Meeting Adjourned:** 8:54 PM



**Town of Forest Heights  
Treasurer's Report  
August 2, 2021**

	Bank Acct Balance <u>7/31/21</u>	Quickbook Balance <u>7/31/21</u>	Quickbook Balance <u>7/31/20</u>
TD Bank General Fund	256,848.19	194,090.04	91,516.33
TD Bank Rainy Day Fund	163,132.40	163,132.40	160,132.40
TD Bank Speed Camera	3,112,226.51	3,112,226.51	2,722,027.40
TD Bank Municipal Money Market	<u>1,263,102.67</u>	<u>1,263,102.67</u>	<u>213,664.59</u>
	<u>4,795,309.77</u>	<u>4,732,551.62</u>	<u>3,187,340.72</u>

**General Fund Highlights:**

1. Transfer of funds from Speed Camera Account to General Fund - \$100,000.00
2. Transfer of funds from General Fund to Municipal Money Market Acct - \$1,263,102.67\*
3. Transfer of funds from Municipal Money Market Acct to General Fund - \$213,664.59\*

\* The Town received \$1,263,102.67 of the American Rescue Plan Coronavirus Funds (ARP) on July 16, 2021; the funds were direct deposited into the General Fund. To ensure the ARP funds would remain segregated for accounting purposes, the ARP funds were transferred into the Municipal Money Market account and the balance in the Municipal Money Market account of \$213,664.59 were transferred into the General Fund.

4. Real Estate Tax distribution - \$15,519.98
5. Highway User Tax distribution - \$19,658.34
6. GOCCP Grant distribution - \$4,453.50
7. Cable 4th Quarter Franchise fees received:
  - Comcast - \$4,023.61
  - Verizon - \$5,962.03
8. Verizon Peg Grant received - \$3,791.84
9. Sale of Solar Energy - \$1,086.70
10. Income Tax Distribution - \$3,320.16



# The Town of Forest Heights

## Department of Public Works

Larry D. Vaughn, Director

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August 2, 2021

### Town Appearance:

- Maintenance and upkeep of the Community Park next to Henry's
- Daily Trash pickup on both sides of the town
- Monthly inspection of the Tot Lot
- Patching of potholes
- Reporting of Street light outages
- Leaf Pick up
- Cleaning storm drains and curbs of leaves and grass
- Cutting/removal of fallen trees
- Maintaining the Pet Waste Stations
- Monitoring of the Big-Belly Trash Compactors

### Town Infrastructure:

- Two (2) EV Chargers has been installed in the parking lot of the Municipal building. All four ports are operational.
- Pepco is estimated about 65% complete with the installation of the EV Fast Charger (booster) at Gathering Space. With preparing the site, equipment, and inspections, the estimated date of completion is the end of August.
- I have also spoken with Mrs. Gonzales concerning Pepco supplying power to the new town sign that is to be placed on the lot next to Henrys. Once the final inspection has been completed by DPIE for the EV Chargers, Pepco will start the process to supply power for the electric sign.
- Negotiations are still ongoing concerning the MOU with State Hwy. to grant Forest Heights permission to service MD-210 from I-495 to the DC line.
- Applied for a SHA permit 3PG-304-10, to access SHA ROW to be able to trim tree limbs and branches from Speed Cameras and signage on MD-210.
- Placed two (2) libraries in the Community Park by the DPW
- Both parties, Goode Trash & TOFH, working for a better solution to eliminate the excess trash in the streets. This is an ongoing effort. There are still a number of complaints coming in from the town's residents.
- Ciminelli's Landscaping will come out the week of September 20<sup>th</sup> for the sink hole repair and the week of October 2<sup>nd</sup> for the rain garden and swales
- **Cree Drive**
  - Met with the Mayor and Town Administrator to move forward with FES as the



# The Town of Forest Heights

## Department of Public Works

Larry D. Vaughn, Director

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contractor for Cree Dr. and to start moving forward with a contract and resolution.

### ➤ **Rolph Drive**

- Mr. Robinson and I spoke with Jenni Woolworth (A.D. Marble) about the concerns over the faulting and cracking of the pervious sidewalk. She has agreed that it should be looked into further. She will get back to us with some information.
- The Pervious Concrete Sidewalk has started faulting and cracking. Mr. Drew Parks (Z-Con Concrete) came out to inspect the sidewalk. He has provided the town with a cost estimate (\$8,319.61) to clean and repair the sidewalk.
- Five (5) tree Boxes on Rolph Dr. has been serviced by DPW.

### Building Infrastructure:

- The Town Hall building is being cleaned and sanitized daily by DPW.
- Power has been restored to the DPW garage.
- Receive estimates from Greenskeeper and Ciminelli's Landscapers on the repairing of the Pervious pavers and drainage for raingarden in front of the Municipal building.
- Met with Max of Fox Creek to inspect damaged windows (9) for replacement in the upstairs hall.

### Equipment Maintenance

- Billy Goat Vac. repaired
- Water pump unrepairable (discarded)
- Two STHIL saws in shop for tune up

### Other Areas:

- Answering Resident Communication
- Making/receiving phone calls, follow ups and meetings with contractors and vendors daily.
- Working with Neighborhood Design Center for a NFWF preliminary grant award for community forestry
- Submitted the National Pollutant Discharge System (NPDES) Stormwater Permit Report to Low Impact Development
- Removed fallen trees on Arapahoe Dr., Talbert Dr., and Shawnee Dr.



# CODE COMPLIANCE REPORT JULY 2021

Date	Violation Type	Amount	Location	Status
7/1/2021	business license	\$400.00	5515 Livingston Rd	paid
7/1/2021	business license	\$300.00	5509 Livingston Rd	paid
7/7/2021	civil citation	\$200.00	121 Onondaga Dr	paid
7/9/2021	business license	\$75.00	5519 Livingston Rd #A	paid
7/9/2021	business license	\$350.00	5409 Indian Head Hwy	paid
7/9/2021	Tbuilding permit	\$50.00	5604 Arapahoe Dr	paid
7/9/2021	business license	\$390.00	5501 Livingston Rd	paid
7/12/2021	business license	\$75.00	5722 Livingston Rd	paid
7/12/2021	Cbuilding permit	\$1,346.25	5521 Livingston Rd	paid
7/20/2021	rental permit	\$75.00	1002 Comanche Dr	paid
7/21/2021	Tbuilding permit	\$50.00	106 Iroquois Way	paid
7/22/2021	civil citation	\$400.00	52 Talbert Dr	paid
7/22/2021	vacant/ boarding	\$450.00	52 Talbert Dr	paid
7/28/2021	business license noncompliance	\$3,900.00	5601 Livingston Rd	pending
7/28/2021	business license noncompliance	\$3,600.00	5519 Livingston Rd #B	pending

\$11,661.25



## FOREST HEIGHTS POLICE DEPARTMENT JULY REPORT

### Incident Type Total

911 DISCONNECT 31  
ACCIDENT 5  
ANIMAL COMPLAINT 4  
ASSIST 1  
BREAK IN IN PROGRESS 2  
CHECK WELFARE 4  
CHECK WELFARE COMBINED 7  
CW18 58  
DEATH REPORT 1  
DEPT ACCIDENT PD 1  
DISORDERLY 10  
DISPUTE W/ WEAPONS 1  
DOMESTIC 3  
DOMESTIC COMBINED 1  
DOMESTIC STANDBY 1  
DOMESTIC W/ WEAPON 3  
FAMILY DISPUTE 6  
FOUND1  
GUNSHOTS 2  
HIT AND RUN 3  
HOLD UP ALARM 1  
LOCK OUT 1  
LOUD MUSIC COMPLAINT 1  
MISC CALLS 1  
MISC POLICE INCIDENT 19  
PARK CALLOUT 1  
PARTY COMPLAINT 1  
PREMISE CHECK 177  
PROPERTY DAMAGE 4  
RESIDENTIAL ALARM 3  
STOLEN VEH 1  
SUBJECT STOP9  
SUSPICIOUS AUTO 3  
SUSPICIOUS OCC AUTO 8  
SUSPICIOUS PERSON 2  
THEFT FROM AUTO 2  
THEFT REPORT 1  
TRAFFIC COMPLAINT 6  
TRAFFIC PURSUIT 1  
UNKNOWN TROUBLE 11  
VANDALISM 1  
Total Calls --> 399

Fortitude Honor Peacemaker Devoted

### STATISTICAL REPORT

Arrest-8

Impounds-55

Reports-71



## **Town Council Work Session Report For 8.2.21**

### **(Town Administrator)**

#### **PEPCO Electric Vehicle Charging Stations Now Being Installed at Town Gathering Space**

The Town and PEPCO are currently installing DC Fast Charger electric vehicle charging stations at the Gathering Space Park adjacent to Henry's Restaurant. The facility will provide a total of two chargers available to the public to recharge vehicles. (This number is a correction of my July report in which 4 chargers were mistakenly mentioned.) The installation is in addition to the level 2 charging stations already in place at the Municipal building.

A notable difference between the Level 2 chargers and the Fast Chargers is that Fast Chargers have the capability of charging a battery within one-half hour, compared to the approximate four hours charge time of the level 2.

The stations are being installed and maintained by PEPCO at no cost to the Town. However, users will pay a kilowatt charge to access the chargers.

Contact the Public Works Director for further information.

#### **American Rescue Plan Act**

The American Rescue Plan Act was enacted in March of 2021 to help address the health and economic effects of the COVID-19 pandemic. As a result, Prince George's County government will receive \$176.6 million in two distributions in 2021 and 2022.

I am happy to report that Forest Heights will receive \$2,526,205.34 of funding from the State as a Non-Entitlement Unit. Half of this amount or \$1,263,102.67 has already been deposited into a Town account. The Maryland Department of Housing & Community Development is responsible for disbursing these funds.

This funding may be used for the following:

1. To support public health expenditures.
2. To address negative economic impacts caused by the pandemic.
3. To invest in hardest-hit communities and families.
4. To replace lost public sector revenue.
5. To provide premium pay for essential workers.
6. To invest in water, sewer and broadband infrastructure.



Please contact the Town Administrator for more information.

**County Zoning Hearing Examiner Decision on National View Project**

The Zoning Hearing Examiner for Prince George's County issued a decision recently recommending approval of the National View project proposal (Case A-10055) subject to certain conditions. The case will now be transmitted to the Prince George's County Council for a final decision. The County Council is on summer recess for the entire month of August. We anticipate that a hearing before the Council, sitting as the District Council in zoning matters, will likely be held sometime in September. Assuming the Council affirms the decision of the Zoning Hearing Examiner, National View will continue to move forward through the entitlement process. The next steps will be the submission of a Conceptual Site Plan application, followed by the Preliminary Plan of Subdivision and Detailed Site Plan applications.

If you have questions concerning the application or process, please contact the Town Administrator.



**MAYOR AND COUNCIL  
THE TOWN OF FOREST HEIGHTS**

**RESOLUTION 40-21 Fiscal Year 2022 Budget Amendment**

**INTRODUCED BY: Mayor Habeeb-Ullah Muhammad**

A resolution to amend sums and amounts for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022.

Section 1. The general purpose of the Resolution is to amend sums and amounts appropriated for the 2021 - 2022 Budget of the Town of Forest Heights, Maryland in the following areas of the General Fund.

Section 2. BE IT RESOLVED by the Mayor and Town Council of the Town of Forest Heights, Maryland that the sums and amounts appropriated are hereby amended for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022, to defray expenses and operations costs for the Town of Forest Heights as follows:

**NOW, BE IT RESOLVED**, that Revenue line item 6200 ARP Coronavirus Funds be added in the amount of \$1,263,102.67 and that Expenditure line item 8200 ARP Coronavirus Funds be added in the amount of \$1,263,102.67 under the new appropriation category entitled ARP Coronavirus Funds.

**REVENUES**

**GENERAL FUND REVENUES**

Town Real Estate Taxes - Noncommercial	\$953,441.00
Town Real Estate Taxes - Commercial	\$51,333.00
Town Real Estate Taxes – Rented Residential	\$94,691.00
Income Taxes	\$240,000.00
Other Taxes	\$93,000.00
Trash Fee	\$187,935.00

<b>INTERGOVERNMENT</b>	\$489,650.00	\$1,752,752.67
<b>LICENSES &amp; PERMITS</b>	\$15,300.00	
<b>TOWN SERVICES</b>	\$8,596.00	
<b>SPEED CAMERA</b>	\$2,200,000.00	
<b>OTHER REVENUES</b>	\$98,050.00	
<b>OTHER FINANCING</b>	\$311,190.19	
<b>FUND BALANCE</b>	\$2,377,268.00	

<b>TOTAL BUDGETED REVENUES</b>	<b>\$7,120,454.19</b>	<b>\$8,383,556.86</b>
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**MAYOR AND COUNCIL  
THE TOWN OF FOREST HEIGHTS**

**RESOLUTION 40-21 Fiscal Year 2022 Budget Amendment**

**EXPENDITURES**

<b>GENERAL GOVERNMENT</b>	\$72,452.00	
<b>ADMINISTRATION</b>	\$379,589.00	
<b>NON-DEPARTMENTAL</b>	\$273,700.00	
<b>PUBLIC SAFETY</b>	\$1,337,189.00	
<b>PUBLIC WORKS</b>	\$461,576.00	
<b>SPEED CAMERA</b>		
Direct Speed Camera Cost	\$1,391,447.00	
State Revenue	\$200,000.00	
Allowable Expenses	\$15,200.00	
<b>STREET IMPROVEMENTS</b>	\$556,190.19	
<b>TRASH SERVICES EXPENSE</b>	\$196,535.00	
<b>CAPITAL IMPROVEMENTS</b>	\$133,000.00	
<b>MUNICIPAL BUILDING EXPENSE</b>	\$1,065,000.00	
<b>STREET LIGHTING EXPENSE</b>	\$42,000.00	
<b>TOTAL SPECIAL PROGRAM EXPENSE</b>	\$47,200.00	
<b>GRANTS – RESTRICTED FUNDING</b>	\$29,000.00	
<b>ARP CORONAVIRUS FUNDS</b>	\$0.00	\$1,263,102.67
<b>FUND BALANCE</b>	\$920,376.00	
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$7,120,454.19</b>	<b>\$8,383,556.86</b>

**AND BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon passage.

PASSED this 18<sup>th</sup> day of August 2021.

**ROLL CALL VOTE**                      **YEA/NAY/ABSTAIN/ABSENT**

MUHAMMAD	_____
ATKINSON	_____
BARNES	_____
BROWNSON	_____



**MAYOR AND COUNCIL  
THE TOWN OF FOREST HEIGHTS**

**RESOLUTION 40-21 Fiscal Year 2022 Budget Amendment**

HINES \_\_\_\_\_

NOBLE \_\_\_\_\_

WASHINGTON \_\_\_\_\_

I HEREBY CERTIFY that the above Resolution \_\_\_ - 21 was passed by the required ye and nay vote of the Mayor and Council of Forest Heights on the 18<sup>th</sup> day of August 2021.

ATTEST:

THE TOWN OF FOREST HEIGHTS

\_\_\_\_\_  
Sherletta Hawkins, Town Clerk

By: \_\_\_\_\_  
Habeeb-Ullah Muhammad, Mayor

By: \_\_\_\_\_  
Calvin Washington, Council President



**MAYOR AND COUNCIL  
THE TOWN OF FOREST HEIGHTS**

**RESOLUTION 41-21 Fiscal Year 2021 Budget Amendment**

**INTRODUCED BY: Mayor Habeeb-Ullah Muhammad**

A resolution to amend sums and amounts for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021.

Section 1. The general purpose of the Resolution is to amend sums and amounts appropriated for the 2020 - 2021 Budget of the Town of Forest Heights, Maryland in the following areas of the General Fund.

Section 2. BE IT RESOLVED by the Mayor and Town Council of the Town of Forest Heights, Maryland that the sums and amounts appropriated are hereby amended for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021, to defray expenses and operations costs for the Town of Forest Heights as follows:

**NOW, BE IT RESOLVED**, that Revenue line item 6037 Speed Camera be increased in the amount of \$100,000. and that Expenditure line item 7300 Speed Camera Administration Fee be increased in the amount of \$100,000.

**REVENUES**

**GENERAL FUND REVENUES**

Town Real Estate Taxes - Noncommercial	\$796,800.00
Town Real Estate Taxes - Commercial	\$43,300.00
Town Real Estate Taxes – Rented Residential	\$93,300.00
Income Taxes	\$180,700.00
Other Taxes	\$80,000.00

Trash Fee	\$187,935.00
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<b>INTERGOVERNMENT</b>	\$817,694.00
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<b>LICENSES &amp; PERMITS</b>	\$14,800.00
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<b>TOWN SERVICES</b>	\$8,596.00
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<b>SPEED CAMERA</b>	<del>\$1,692,460.00</del>	\$1,792,460.00
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<b>OTHER REVENUES</b>	\$115,650.00
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<b>OTHER FINANCING</b>	\$853,613.25
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<b>FUND BALANCE</b>	\$2,377,268.00
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<b>TOTAL BUDGETED REVENUES</b>	<b>\$7,262,116.25</b>	<b>\$7,362,116.25</b>
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**MAYOR AND COUNCIL  
THE TOWN OF FOREST HEIGHTS**

**RESOLUTION 41-21 Fiscal Year 2021 Budget Amendment**

**EXPENDITURES**

<b>GENERAL GOVERNMENT</b>	\$68,845.00	
<b>ADMINISTRATION</b>	\$332,035.00	
<b>NON-DEPARTMENTAL</b>	\$250,300.00	
<b>PUBLIC SAFETY</b>	1,123,105.00	
<b>PUBLIC WORKS</b>	\$374,834.00	
<b>SPEED CAMERA</b>		
Direct Speed Camera Cost	\$1,318,535.00-	\$1,418,535.00
State Revenue	\$175,000.00	
Allowable Expenses	\$15,200.00	
<b>STREET IMPROVEMENTS</b>	\$595,182.00	
<b>TRASH SERVICES EXPENSE</b>	\$195,310.00	
<b>CAPITAL IMPROVEMENTS</b>	\$447,500.00	
<b>MUNICIPAL BUILDING EXPENSE</b>	\$427,600.00	
<b>STREET LIGHTING EXPENSE</b>	\$42,000.00	
<b>TOTAL SPECIAL PROGRAM EXPENSE</b>	\$32,250.00	
<b>GRANTS – RESTRICTED FUNDING</b>	\$541,883.50	
<b>FUND BALANCE</b>	\$1,322,536.75	
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$7,262,116.25</b>	<b>\$7,362,116.25</b>

**AND BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon passage.

PASSED this 18<sup>th</sup> day of August 2021.

**ROLL CALL VOTE**                      **YEA/NAY/ABSTAIN/ABSENT**

MUHAMMAD	_____
BARNES	_____
HINES	_____
BROWNSON	_____
ATKINSON	_____
NOBLE	_____
WASHINGTON	_____



**MAYOR AND COUNCIL  
THE TOWN OF FOREST HEIGHTS**

**RESOLUTION 41-21 Fiscal Year 2021 Budget Amendment**

I HEREBY CERTIFY that the above Resolution \_\_ - 21 was passed by the required yea and nay vote of the Mayor and Council of Forest Heights on the 18<sup>th</sup> day of August 2021.

ATTEST:

THE TOWN OF FOREST HEIGHTS

\_\_\_\_\_  
Sherletta Hawkins, Town Clerk

By: \_\_\_\_\_  
Habeeb-Ullah Muhammad, Mayor

By: \_\_\_\_\_  
Calvin Washington, Council President



**THE TOWN OF FOREST HEIGHTS  
RESOLUTION 42-21**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF FOREST HEIGHTS (THE "TOWN") AUTHORIZING NEGOTIATIONS AND THE ISSUANCE OF A NON-BINDING NOTICE OF INTENT TO PURCHASE LAND SUBJECT TO AN APPROVING ORDINANCE OR RESOLUTION TO INITIATE A CONDEMNATION CIVIL ACTION OR TAKING WITH JUST COMPENSATION TO ACQUIRE CERTAIN REAL PROPERTIES NEAR FOREST HEIGHTS ELEMENTARY SCHOOL AND INDIAN HEAD HIGHWAY ALONG TALBERT DRIVE FOR A PUBLIC PURPOSE AND AN APPRAISAL TO DETERMINE FAIR MARKET VALUE**

Introduced By: Mayor Habeeb-Ullah Muhammad

**WHEREAS**, the Town Charter, § 33-80 authorizes the Town of Forest Heights to acquire real, personal, or mixed property for any public purpose by purchase, gift, bequest, devise, lease, condemnation, or otherwise and may sell, lease, or otherwise dispose of any property belonging to the Town; and

**WHEREAS**, the Town wishes to acquire and use certain real property located at 52 Talbert Drive owned by a private party to facilitate a community center or other municipal recreational use or purpose for Town residents and other authorized invitees; and

**WHEREAS**, said vacant property being 12,393 square feet in area had been used for commercial purposes since 1960 includes a dilapidated building and consists of Lots 38 and 39 and is further described for tax identification purposes as District – 12, Account Number – 1195254; and

**WHEREAS**, Lot 38 or the western portion of the subject property is substantially encumbered by a portion of a 50' wide storm drain easement that crosses Talbert Drive and drains to the northwest; and

**WHEREAS**, said lots were sold in an arm's length transaction to the present owners on September 8, 2004, for \$165,000 and are currently listed on SDAT Real Property Data Search with an assessed value of \$315,600 as of July 1, 2021; however the property is in a blighted condition; and

**WHEREAS**, although municipal corporations are typically exempt from traditional zoning laws, and must instead abide by mandatory referral, a process whereby the Park and Planning Commission reviews public improvements, the subject property is zoned C-O (Commercial Office) and is surrounded by C-M (Commercial Miscellaneous) properties to the South and East, R-35 (1 Family Semidetached, & 2 Family Detached, Residential) to the West and R-T (Townhouse) to the North across Talbert Drive; and

**WHEREAS**, the Town would like to consider acquiring the described property along or

The Town of Forest Heights

Resolution 42-21

Page 1



**THE TOWN OF FOREST HEIGHTS  
RESOLUTION 42-21**

abutting Talbert Drive located within Tax Map Grid 095F2 for a public and municipal purpose as stated herein; and

**WHEREAS**, the Mayor and Council finds that typically in most condemnation cases, the only issue for the fact-finder (i.e., judge or jury) at trial, if applicable, to determine is the amount of money owed to the property owner for the property taken, and this depends on the value of the property taken and the damages to any remaining property; therefore, the condemning authority (i.e., the municipality) and the property owner will usually hire an appraiser to value the property and opine as to the amount the property owner should be paid, and said body further finds that it is important that this expert be consulted with and retained early, for the proper framing of a real property negotiated sale or pursuit of an eminent domain case.

**NOW THEREFORE BE IT RESOLVED**, and enacted that the Mayor and Town Council hereby approves and authorizes the Mayor or her designee to make a prompt and timely request by letter to the owners of the subject property (Attention: Henry & Maria Balagtas) to acquire said property by sale or condemnation with just compensation as described herein above; and

**BE IT FURTHER RESOLVED**, that the Mayor and Town staff shall be authorized to coordinate and provide any necessary letters of intent and other information in order to carry out the purposes of this Resolution to culminate in a contract of sale and/or deed to be approved by the Town Council by ordinance prior to closing; and

**BE IT FURTHER RESOLVED**, that the Mayor and Town staff are hereby further authorized to give the property owners written notice that the Town intends to acquire said property, and after obtaining an appraisal, to make an initial offer in an amount determined by the Council to be just compensation for the property being purchased or taken and, as applicable, to negotiate a fair price for the property; and

**BE IT FURTHER RESOLVED**, that in order to initiate this process, the Mayor and staff are hereby authorized to obtain one or more proposals for the approval of the Mayor and Council from a licensed real estate appraiser to perform an appraisal to determine the fair market value of the subject property including consideration of any potential environmental contamination in the subject appraisal process; and

**BE IT FURTHER RESOLVED**, that if negotiations for the acquisition of the subject property are unsuccessful, the Town of Forest Heights, as a condemning authority, after passing an authorizing resolution or ordinance to do so, may then file a complaint in the Circuit Court of Prince George's County pursuant to Title 12 of the Real Property Article of Md. Ann. Code to acquire said property through eminent domain or otherwise settle the case before judgment is entered; and



**THE TOWN OF FOREST HEIGHTS  
RESOLUTION 42-21**

**BE IT FUTHER RESOLVED**, that the Mayor is authorized to sign this Resolution and it shall take effect on the day it is adopted.

PASSED this \_\_\_\_ day of August 2021.

**APPROVED:** By Resolution of the Town Council of The Town of Forest Heights, Maryland

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

MUHAMMAD

\_\_\_\_\_

BROWNSON

\_\_\_\_\_

NOBLE

\_\_\_\_\_

BARNES

\_\_\_\_\_

HINES

\_\_\_\_\_

WASHINGTON

\_\_\_\_\_

ATKINSON

\_\_\_\_\_

ATTEST:

THE TOWN OF FOREST HEIGHTS,  
MARYLAND

\_\_\_\_\_  
Sherletta Hawkins, Town Clerk

By: \_\_\_\_\_  
Mayor Habeeb-Ullah Muhammad, Mayor

By: \_\_\_\_\_  
Calvin Washington, Council President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the \_\_\_\_ day of August 2021 with \_\_\_\_ Aye votes and \_\_\_\_ Nay votes the aforesaid Resolution \_\_-21 passed.

\_\_\_\_\_  
Sherletta Hawkins, Town Clerk



THE TOWN OF FOREST HEIGHTS, MARYLAND

**Annexation Resolution No. 01-2021**

**A RESOLUTION PROPOSING THE ANNEXATION OF PRIVATELY-OWNED (TAX EXEMPT) LAND KNOWN AS THE FAITH SUBDIVISION AND LOCATED AT 5701 LIVINGSTON ROAD (TAX MAP 96, GRID A2, PARCEL EQ. 7.2100) INTO THE TOWN OF FOREST HEIGHTS (THE NINTH EXTENSION)**

A MUNICIPAL ANNEXATION RESOLUTION TO APPROVE THE ANNEXATION OF ONE (1) PARCEL OF LAND BEING 7.38 ACRES OF LAND, MORE OR LESS, LOCATED IN THE 12<sup>TH</sup> ELECTION DISTRICT (8<sup>TH</sup> COUNCILMANIC) OF PRINCE GEORGE'S COUNTY, AND LOCATED EAST OF THE PRESENT CORPORATE LIMITS OF THE TOWN OF FOREST HEIGHTS BETWEEN THE CURRENT CORPORATE BOUNDARIES LOCATED NEAR LIVINGSTON ROAD AND THE UNINCORPORATED COMMUNITY OF BIRCHWOOD, INTO THE CORPORATE TERRITORY OF THE TOWN OF FOREST HEIGHTS; PROVIDING FOR THE TERMS AND CONDITIONS OF THE ANNEXATION TO THE TOWN OF FOREST HEIGHTS; AMENDING THE CHARTER OF THE TOWN OF FOREST HEIGHTS FOR THE PURPOSES OF INCLUDING THE ANNEXED PROPERTY WITHIN THE LEGAL DESCRIPTIONS AND PLATS DEPICTING THE CORPORATE LIMITS OF THE TOWN; AND GENERALLY ALL MATTERS RELATED TO SAID ANNEXATION.

WHEREAS, The Town of Forest Heights (the "Town") is authorized by the Town Charter and provisions of Title 4, Subtitle 4 of the Local Government Article, of the Annotated Code of Maryland (the "Maryland Code") to expand its municipal boundaries by annexing lands which are adjoining and contiguous; and

WHEREAS, this Resolution is initiated by the Town Council pursuant to §4-403 of the LG Art., of Md. Ann. Code; and

WHEREAS, the property to be annexed will consist of one (1) parcel of tax-exempt land (Tax Map 96, Grid A2, Parcel 0000) legally described as Parcel EQ. 7.2100 Acres, as shown on Plat No. A-3926, recorded in the land records of Prince George's County, contiguous and adjoining to the existing eastern corporate boundaries of the Town, and more particularly described herein below (the "Annexation Property") owned by the Shachah World Ministries Inc.; and

WHEREAS, the privately-owned lands within the Annexation Property is currently zoned "One-Family Detached Residential" designated as "R-55" which permits small-lot residential subdivisions pursuant to the County Zoning Ordinance; and

WHEREAS, the Local Government Article, §4-403 of the Maryland Code states that "[b]efore an annexation resolution is introduced, the legislative body shall obtain consent from: (1) at least 25% of the registered voters who are residents in the area to be annexed; and (2) the



owners of at least of 25% of the assessed valuation of real property in the area to be annexed...”; and

WHEREAS, the Annexation Property currently has no known qualified voters currently residing as occupants or tenants upon the premises, or parcel owned and maintained by Shachah World Ministries Inc or under a contract to sell the parcel to a successor in interest; therefore, the Mayor and Council find that there are no qualified voters residing in the Annexation Property; and

WHEREAS, the Mayor and Council further finds that all of the parcel or lands of the Annexation Property are owned by tax exempt entities including said tax exempt entity; and

WHEREAS, on April 4, 2019, the Court of Appeals of Maryland held in *Town of Forest Heights v. Md.-Nat'l Capital Park & Planning Comm'n* (No. 21, Sept. Term 2018) that the 25% consent requirement of LG § 4-403(b)(2) is not applicable to the owners of tax-exempt properties; and

WHEREAS, the Annexation Property is described in the metes and bounds legal description of a parcel or parcels of land referenced herein below as the “Ninth Extension,” and the Annexation Property is more further described or depicted on a map exhibit entitled “Map of the Ninth Extension of the Town of Forest Heights, Prince George’s County, Maryland, 1” = 300’, July 2021” prepared by Charles P. Johnson and Associates, and certified by Steven William Jones, Professional Land Surveyor, which is attached hereto as Exhibit A, and the Annexation Property is further depicted on the Prince George’s County TAX MAP 96 (Parcel 0000 [EQ. 7.2100 Acres] (Dist. 12, Account No. 1233089), and is further described by a premises address as 5701 Livingston Road; and

WHEREAS, a proposed Annexation Plan consistent with the requirements of Section 4-415 of the Local Government Article, of the Annotated Code of Maryland has been prepared and submitted to the Town and made available for public review and discussion; a copy of the Annexation Plan has been or shall be provided to the Prince George’s County Council and the County Executive, the Maryland-National Capital Park and Planning Commission, and the Maryland Department of State Planning at least thirty (30) days prior to the date of the public hearing to be conducted on this Resolution by the Mayor and Council of the Town of Forest Heights; and

WHEREAS, all requirements of the Laws of the State of Maryland, Prince George’s County and the Charter and laws of The Town of Forest Heights regarding initiation of this annexation by the Town’s legislative body have been satisfied, and the Town Council has determined that it is desirable to initiate by resolution the annexation process for the benefit of the Town.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF FOREST HEIGHTS** the following:

Section 1. Modification of Town Boundaries. The municipal boundaries of The Town of Forest Heights, Maryland shall be and are hereby amended to incorporate into The



Town of Forest Heights the Annexation Property, as described in the metes and bounds legal description of parcels of land referenced herein below as the Ninth Extension, and the Annexation Property is more further described or depicted on a map exhibit entitled "Map of the Ninth Extension of the Town of Forest Heights, Prince George's County, Maryland, 1" = 300', July 2021" prepared by Charles P. Johnson and Associates, and certified by Steven William Jones, Professional Land Surveyor, which is attached hereto as Exhibit A, and the Annexation Property is further depicted on the Prince George's County TAX MAP 96 (Parcel 0000 [EQ. 7.2100 Acres] (Dist. 12, Account No. 1233089), and is further described by a premises address as 5701 Livingston Road. The annexation plat or map shall be subject to technical review and correction by the Town, or its designee, prior to the public hearing to be held on this Resolution.

Section 2. Amendment of Town Charter. Pursuant to the authority of Article XI-E of the Constitution of Maryland and the Local Government Article of the Maryland Code, the Charter of the Town of Forest Heights (as published by the Md. Department of Legislative Services in Forest Heights, Chapter 53, Volume 3, *the Public Local Laws of Maryland - Compilation of Municipal Charters and available at <https://mgaleg.maryland.gov/Pubs/LegisLegal/Muni-Chararters/2015-municipal-charter-Forest-Heights.pdf>*) be and the same is hereby amended in Section 33-2 of said Charter by adding the following subsection (in *italics*) containing the metes and bounds description of the Annexation Property:

...

*(k) Ninth Extension. The boundaries of Forest Heights are hereby extended to include the following parcel of land:*

*(1) Beginning for the same at a point at the Southerly end of the Westerly or North 06°39' East, 321.35 feet Plat line as shown on a Record Plat entitled "Faith Subdivision" and recorded among the Land Records of Prince George's County, Maryland in Plat Book 38 on Page 84, said point also being at the Southerly end of the Easterly or South 01°30'40" West, 321.21 feet Plat line as shown on a Plat of Subdivision entitled "Lots 15 thru 18, Block 4, Forest Heights" and recorded among the aforesaid Land Records in Plat Book 17 on Page 75, thence running with and binding on the outline of the aforesaid Record Plat recorded in Plat Book 38 on Page 84, and also running reversely with and binding on the outline of the aforesaid Plat of Subdivision recorded in Plat Book 17 on Page 75, and further running reversely with and binding on the outline of a Record Plat entitled "Section 6, Forest Heights" and recorded among the aforesaid Land Records in Plat Book 10 on Page 24, which line is also the present eastern boundary line of the Town of Forest Heights, the following three courses and distances*

*(i) North 02°53'59" West, 321.21 feet to a point, thence*

*(ii) North 46°44'01" East, 551.34 feet to a point, thence*

*(iii) North 54°07'11" East, 164.62 feet to a point of curvature on the Westerly Right-of-Way line of Livingston Road (a variable width public right-of-way) as shown on Prince George's County Right-of-Way Plat Number 425, thence leaving the aforesaid outline of the Record Plat recorded in Plat Book 10 on Page 24, and also leaving the present eastern boundary line of Forest Heights, and running with and binding on the aforesaid Westerly Right-of-*



*Way line of Livingston Road, and also continuing with and binding on the aforesaid outline of the Record Plat recorded in Plat Book 38 on Page 84, and further running for a new boundary line of the Town of Forest Heights, the following two courses and distances*

- (iv) 129.06 feet along the arc of a non-tangent curve, deflecting to the right, having a radius of 2,261.83 feet and a chord bearing and distance of South 29°44'40" East, 129.04 feet to a point, thence with a tangent line*
- (v) South 28°06'35" East, 407.69 feet to a point on an easterly extension of the Northerly or North 67°02'42" East, 304.04 feet Plat line of a Plat of Subdivision entitled "Lot 4 and Lot 5, Boyce Subdivision" and recorded among the aforesaid Land Records in Plat Book 210 on Page 83, thence leaving the aforesaid Westerly Right-of-Way line of Livingston Road, and running reversely with and binding on the aforesaid Northerly Plat line as shown on the Plat of Subdivision recorded in Plat Book 210 on Page 83, and the aforesaid easterly extension thereof, and also continuing with and binding on the aforesaid outline of the Record Plat recorded in plat Book 38 on Page 84, and further running reversely with and binding on the outline of a Plat of Subdivision entitled "Lots 1 & 2, Boyce Subdivision" and recorded among the aforesaid Land Records in Plat Book 145 on Page 7, the following course and distance*
- (vi) South 67°04'17" West, 495.91 feet to a point at the Easterly end of the Northerly or South 67°41'16" West, 203.73 feet Plat line as shown on a Record Plat entitled "Parcel 'A', Forest Heights Local Park" and recorded among the aforesaid Land Records in Plat Book 85 on Page 93, thence leaving the aforesaid outline of the Plat of Subdivision recorded in Plat Book 145 on Page 7, and running with and binding on the aforesaid Northerly Plat line as shown on the Record Plat recorded in Plat Book 85 on Page 93, and also continuing with and binding on the aforesaid outline of the Record Plat recorded in Plat Book 38 on Page 84, and further running reversely with and binding on the Third or North 67°46'12" East, 404.21 feet line as described in a Deed from Mary M. Boyce, et al to the Maryland-National Capital Park and Planning Commission, a public body corporate, dated December 28, 1987 and recorded among the aforesaid Land Records in Liber 6876 at Folio 389, the following course and distance*
- (vii) South 67°42'51" West, 343.65 feet to the point of beginning, containing 7.38 acres of land.*

...

Section 3. Application of Town Charter and Ordinances. Upon the effective date of this Resolution, the provisions of the Charter, ordinances and Ordinance Code of The Town of Forest Heights, and any local public laws enacted or to be enacted affecting The Town of Forest Heights, shall be effective within the Annexation Property except to the extent that federal law, this Resolution, an Annexation Agreement or the Annexation Plan provides otherwise.



Section 4. Zoning Classification. The Annexation Property is under the land use jurisdiction of the Maryland-National Capital Park and Planning Commission (“M-NCPPC”). The Annexation Property is currently zoned “One-Family Detached Residential” designated as “R-55” which permits small-lot residential subdivisions pursuant to the County Zoning Ordinance.

Section 5. Annexation Plan. The Town has prepared an Annexation Plan with regard to the Annexation Property. The Annexation Plan is attached hereto as Exhibit B, but is not part hereof and the Town reserves the right to amend the Annexation Plan prior to final adoption of this Resolution in a manner consistent with Local Government (“LG”) Article, Section 4-415 of the Maryland Code. The Annexation Plan may not be construed in any way as an amendment to this Resolution. A copy of the Annexation Plan has been provided to the Prince George’s County Council and the County Executive, M-NCPPC, and also to the Maryland Department of State Planning (“MDP”) at least thirty (30) days prior to the date of the public hearing conducted by the Mayor and Council on this Resolution.

Section 6. Public Hearing and Public Notice. A public hearing, as required by the provisions of LG Article, Section 4-406 of the Maryland Code, shall be held by the Town at a time to be determined by the Mayor and Council, and duly advertised according to the provisions of that statute. Public notice of the proposed public hearing shall be given at least two (2) times, at no less than weekly intervals, in a newspaper of general circulation in Forest Heights, Maryland, the last day of which public notice shall precede the public hearing by at least fifteen (15) days, all in accordance with the provisions of Section 4-406, LG Article of the Maryland Code. Upon the first publication of the public notice a copy thereof, including exhibits, shall be provided to:

- (a) the Prince George’s County Council, and the County Executive,
- (b) the Maryland-National Capital Park and Planning Commission (c/o the Prince George’s County Planning Department), and
- (c) The Prince George’s County Planning Board

Section 7. Registration of Boundaries. Within ten (10) days of the effective date of this Resolution, in accordance with the provisions of the Local Government Article, Sections 4-414 and 4-308 of the Maryland Code, the Mayor, or her designee, shall promptly forward a copy of this Resolution with the new municipal boundaries to the Town Clerk, the Clerk of the Circuit Court for Prince George’s County, Maryland, the M-NCPPC, and to the Maryland Department of Legislative Services. Each such official or agency shall hold this Resolution with the new municipal boundaries on record and available for public inspection.

Section 8. Effective Date. This Resolution shall be deemed “finally enacted” on the date on which the Mayor and Council President indicate their approval of the Resolution by affixing their signatures hereto. This Resolution shall become effective forty-five (45) days after final enactment, unless it is subject to a petition for referendum by at least 20% of the qualified voters of the municipality (or 20% of the registered voters of the area to be annexed), whereas should said petition come to pass and be verified to be in compliance with law, the Mayor shall suspend this Resolution by proclamation pending the results of the referendum.



**ADOPTED** by the Mayor and Council of The Town of Forest Heights, Maryland at a regular or special meeting on the 18th day of October 2021.

ATTEST:

THE TOWN OF FOREST HEIGHTS,  
MARYLAND

\_\_\_\_\_  
Sherletta Hawkins, Town Clerk

\_\_\_\_\_  
Habeeb-Ullah Muhammad, Mayor

\_\_\_\_\_  
Calvin Washington, Council President

**CERTIFICATION**

**I, HEREBY CERTIFY THAT THE FOREGOING RESOLUTION OF THE TOWN OF FOREST HEIGHTS DESIGNATED ANNEXATION RESOLUTION NO. 01 - 2021, WAS DULY INTRODUCED AND READ, AND THEREAFTER ADVERTISED FOR TWO (2) SUCCESSIVE WEEKS AND CONSIDERED AT A PUBLIC HEARING ON THE 18TH DAY OF OCTOBER 2021 AND WAS ADOPTED BY THE TOWN COUNCIL AT A DULY ANNOUNCED PUBLIC MEETING, IN ACCORDANCE WITH THE APPLICABLE PROVISIONS OF THE ANNOTATED CODE OF MARYLAND AND CHARTER OF THE TOWN OF FOREST HEIGHTS.**

ATTEST:

\_\_\_\_\_  
Sherletta Hawkins, Town Clerk



ANNEXATION RESOLUTION SCHEDULE

RESOLUTION INTRODUCTION DATE: August 2, 2021

ANNEXATION PLAN TO COUNTY, MDP, M-NCPPC & PGCPB (AT LEAST 30 DAYS  
BEFORE HEARING): September 17, 2021

HEARING NOTICE PUBLICATION DATES: 1. September 23, 2021  
(2 NOTICES FOR 2 WEEKS PRIOR TO HEARING\*) 2. September 30, 2021

MAIL PUBLIC NOTICE TO CO. COUNCIL, MDP & M-NCPPC: September 24, 2021.

PUBLIC HEARING DATE (NOT LESS THAN 15 DAYS AFTER THE FINAL  
PUBLICATION OF THE NOTICES): October 18, 2021

ENACTMENT DATE (ON OR AFTER HEARING DATE): October 18, 2021

EFFECTIVE DATE (45 DAYS AFTER ENACTMENT): December 2, 2021

FILE ENACTED RESOLUTION (WITH CLERK OF CIR. COURT, MD. DEPT.  
LEGISLATIVE SERVICES, COUNTY TAX ASSESSOR & M-NCPPC W/I 10 DAYS):  
December 12, 2021

*Notes: All items to be delivered or mailed to the County or the County Council shall include a separate delivery or publication to the County Executive. \*Less than 25 acres to be annexed requires only two (2) newspaper notices to be published.*



THE TOWN OF FOREST HEIGHTS, MARYLAND

**ANNEXATION PLAN**

FOR THE ANNEXATION OF A CERTAIN TAX-EXEMPT PROPERTY LOCATED GENERALLY EAST OF THE PRESENT CORPORATE LIMITS OF THE TOWN OF FOREST HEIGHTS EXTENDING ALONG, ABUTTING TO, AND INCLUDING IMPROVED REAL PROPERTY KNOWN AS THE FAITH SUBDIVISION LOCATED AT AND FRONTING UPON 5701 LIVINGSTON ROAD (PARCEL EQ. 7.21 ACRES) AS DEPICTED ON TAX MAP 96, GRID A2 (ACCOUNT NO. 12-1233089) INTO THE CORPORATE TERRITORY OF THE TOWN FOREST HEIGHTS

WHEREAS, the Town Council of the Town of Forest Heights (the "Town") has initiated a resolution (Annexation Resolution 01-2021) proposing to annex a certain property contiguous and adjoining to the boundary of the Town, comprised of one (1) parcel of tax-exempt land (Tax Map 96, Parcel EQ 7.2100 Acres) totaling an area of 7.38 acres of land, more or less, contiguous and adjoining to the existing eastern corporate boundaries of the Town, as further depicted on the Prince George's County Tax Map (Tax Map 96, Grid A2 (Dist. 12, Account No. 1233089), said parcel is further described by the premises address as 5701 Livingston Road (the "Annexation Property"); and

WHEREAS, said Resolution was initiated by the Town Council pursuant to §4-403 of the LG Art., of Md. Ann. Code; and

WHEREAS, the Annexation Property consists of lands owned by Shachah World Ministries Inc., a Maryland non-stock corporation; and

WHEREAS, after discussing the matter at its workshop meeting earlier in the month, on the 21st day of July 2021, the Mayor and Council of The Town of Forest Heights officially initiated a resolution proposing the aforementioned municipal annexation initiated by the Town.

NOW THEREFORE BE IT RESOLVED, that the Town Council of the Town of Forest Heights hereby adopts, and approves the following:

**A. Introduction.** This Annexation Plan has been prepared by the Town pursuant to Section 4-415 of the Local Government Article, of the Annotated Code of Maryland. Pursuant to State law, said plan is not intended to be formally part of, but is approved contemporaneously thereto to compliment and be read together with Annexation Resolution 01-2021, along with any exhibits referenced therein, which is hereby incorporated by reference herein as if written herein word for word.

**B. Land Use and Zoning Pattern for the Annexation Property.**

(1) The Annexation Property further known as the Faith Subdivision (Plat No. A12-3926) is located approximately along the eastern boundary of the Town's corporate limits and includes land situated along or abutting Livingston Road (County Route Number CO 1203), Modoc Lane (Municipal Route Number 0170) and Miles Drive (Municipal Route Number 0160) occupied by Shachah World Ministries Inc. The Annexation Property is specifically shown in the Prince George's County Tax Records as Tax



Map 96 (Parcel 0000 [EQ. 7.2100 Acres] (Dist. 12, Account No. 1233089). The Annexation Property is further located in Assessment District 12 and Subregion VII (Planning Area 76A – “Henson Creek”). The Annexation Property is more particularly described or depicted on a map exhibit entitled “Map of the Ninth Extension of the Town of Forest Heights, Prince George’s County, Maryland, 1” = 300’, July 2021” prepared by Charles P. Johnson and Associates, and certified by Steven William Jones, Professional Land Surveyor, which is attached hereto as Exhibit A.

(2) The Annexation Property is under the land use jurisdiction of the Maryland-National Capital Park and Planning Commission (“M-NCPPC”). The Annexation Property is currently zoned “One-Family Detached Residential” designated as “R-55” which permits small-lot residential subdivisions pursuant to the County Zoning Ordinance. Upon annexation into the Town, the Annexation Property will likely remain as currently classified under the County Zoning Ordinance.

**C. Availability of Land for Public Facilities.** There are no existing or pending agreements between the Town and the landowner (i.e., Shachah World Ministries Inc.) concerning dedication of portions of the Annexation Property for public facilities. Land use, zoning, subdivision, building construction and storm water regulations are generally administered by the County, the Washington Suburban Sanitary Commission (the “WSSC”), or the Maryland-National Capital Park and Planning Commission. All necessary infrastructure and improvements, including road access, sidewalks, storm water management systems, water and sewer systems and/or extensions and utility delivery systems, and all other facilities necessary to service the Annexation Property shall be installed in accordance with sound engineering principles, and shall be subject to location, design and construction approvals and/or Mandatory Referrals reviewed by Prince George’s County, WSSC, the Prince George’s Soil Conservation District or the County Planning Board.

**D. Public Water and Sewer.** Public water and sewer service is or will be supplied by the Washington Suburban Sanitary Commission for the Annexation Property. The sewer basin is basin ID: 18, basin name: Oxon Run. The current water and sewer categories are as follows: sewer category, sewer code: S-3, sewer description code: Community System and the Sewer Envelope Availability: Planned or Existing Community System. The water category is water code: W-3, water description code: Community System. According to the County’s 2008 Water and Sewer Plan, Category 3 - Community System means the property is or will be served by public water and sewer.

**E. Other Municipal or Related Services.**

(1) Police Service. As permitted by law, the Annexation Property is to be concurrently served by both the Prince George’s County Police Department, and the Forest Heights Police Department for purposes of police protection. Certain police services may be provided by either the Prince George’s County Police Department or the Forest Heights Police Department, or both, pursuant to a Memorandum of Understanding regarding jurisdictional police services or a mutual aid agreement as permitted by law and previously entered into between the Town and the County governments. The Forest Heights Police Department will serve as the primary or lead law enforcement agency having police jurisdiction over the Annexation Area. Such services will commence after annexation, using existing personnel and equipment, at the same or similar level of service now being provided to the Town in areas where police protective services are provided on a concurrent basis with other police agencies.



(2) Emergency Service. The Oxon Hill Volunteer Fire Department presently provides fire protection and emergency medical services to the Annexation Property. Such services will continue after annexation, using existing personnel and equipment, at the same or similar level of service now being provided.

(3) Street Maintenance. The Annexation Property contains no streets or highways under the jurisdiction of the Town of Forest Heights or other public entity. Any existing public streets or roadways nearby will continue to be maintained for public use by the County or the Municipal governments into the foreseeable future.

(4) Refuse Collection. The Town presently offers only residential trash collection. Except for one dwelling or parsonage that supports the current principal (i.e., church/non-profit) use, there is no significant residential development within the Annexation Area and presently there are no municipal trash collection services proposed for the Annexation Area unless such services are deemed necessary by the current or subsequent property owners or the Town finds that it is necessary for public health and safety.

**F. Financing Services.** Financing for any municipal services extended to the Annexation Property will be provided through the general fund as currently provided to the Town. The largest source of tax revenues collected by the Town is attributable to the municipal property tax which is levied only against taxable property of which no portion of the Annexation Property appears to contain such taxable property; however, the Town may fund certain extended services by way of intergovernmental grants and/or memoranda of understanding.

**APPROVED:** By the Town Council of The Town of Forest Heights, Maryland.

I HEREBY CERTIFY that the above Annexation Plan was passed by the required ye and nay vote of the Mayor and Council of Forest Heights on the \_\_\_\_ day of August 2021.

ATTEST:

MAYOR AND COUNCIL OF THE TOWN OF  
FOREST HEIGHTS, MARYLAND

\_\_\_\_\_  
Sherletta Hawkins, Town Clerk

\_\_\_\_\_  
Habeeb-Ullah Muhammad, Mayor

\_\_\_\_\_  
Calvin Washington, Council President



## NOTICE OF PUBLIC HEARING

### THE TOWN OF FOREST HEIGHTS ANNEXATION

(Land of Shachah World Ministries Inc., Located Generally East of the Present Municipal Boundaries of the Town of Forest Heights)

NOTICE is hereby given by the Mayor and Council of the Town of Forest Heights, Maryland that on August 2, 2021 Annexation Resolution No. 01-2021 (the "Resolution"), known as the 9<sup>th</sup> Extension (2019) was introduced and read at a regular/special meeting of the Town Council of the Town of Forest Heights (the "Town Council") proposing and recommending that the boundaries of the Town of Forest Heights be changed so as to annex to and include within the boundaries of the Town all that certain area of land therein identified as:

A PARCEL OF LAND DESCRIBED AS THE FAITH SUBDIVISION PRESENTLY DESIGNATED AS TAX EXEMPT AND OWNED BY SHACHAH WORLD MINISTRIES INC. (TAX MAP 96, GRID A2 (DIST. 12, ACCOUNT NO. 1233089). FURTHER DESCRIBED BY A PREMISES ADDRESS AS 5701 LIVINGSTON ROAD, ADJOINING AND ABUTTING THREE PUBLIC WAYS INCLUDING LIVINGSTON ROAD, BEING 7.38 ACRES OF LAND, MORE OR LESS, LOCATED IN THE 12TH ELECTION DISTRICT (8TH COUNCILMANIC) OF PRINCE GEORGE'S COUNTY, AND LOCATED EAST OF THE PRESENT CORPORATE LIMITS OF THE TOWN OF FOREST HEIGHTS BETWEEN THE CURRENT CORPORATE BOUNDARIES AND THE UNINCORPORATED AREA COMMONLY KNOWN AS BIRCHWOOD (THE "ANNEXATION PROPERTY") DEPICTED IN PURPLE ON THE MAP OF EXTENSION 9 REFERENCED HEREIN BELOW.

The Resolution was initiated by the Town Council pursuant to §4-403 of the LG Art., of Md. Ann. Code. NOTICE is further hereby given by the Mayor and Council that it will hold a **PUBLIC HEARING** on said Resolution and the said annexation therein proposed and recommended on:

**Wednesday, October 18, 2021  
at 8:00 o'clock P.M.  
in the Forest Heights Municipal Building  
Forest Heights, Maryland**

and that all interested persons are invited to attend said public hearing and present their views. Conditions of proposed annexation are as follows:

1. The Town shall pay the costs in regard to said annexation, and all advertising, professional consultant and legal expenses related to the annexation. The owners of assessable and taxable property within the Annexation Property, if any, shall begin paying municipal property taxes immediately or within the upcoming fiscal year, as permitted by law. Currently



all real property located within the Annexation Property appears to be tax exempt and thereby is not now or in the immediate future subject to the municipal tax on real property.

2. The Town will require that all necessary infrastructure and improvements, including, but not limited to, roads, stormwater management, sewer expansion and/or extensions and utility delivery systems, and all other facilities necessary to serve the proposed use shall be installed in accordance with sound engineering principles, and shall be subject to location, design, and construction approvals by the County and other applicable agencies.

3. Limited municipal services will be available to the Annexation Property upon annexation, subject to compliance with the Annexation Resolution and consistent with the Annexation Plan. Services not currently available will be extended to the Annexation Property in accordance with the aforesaid documents.

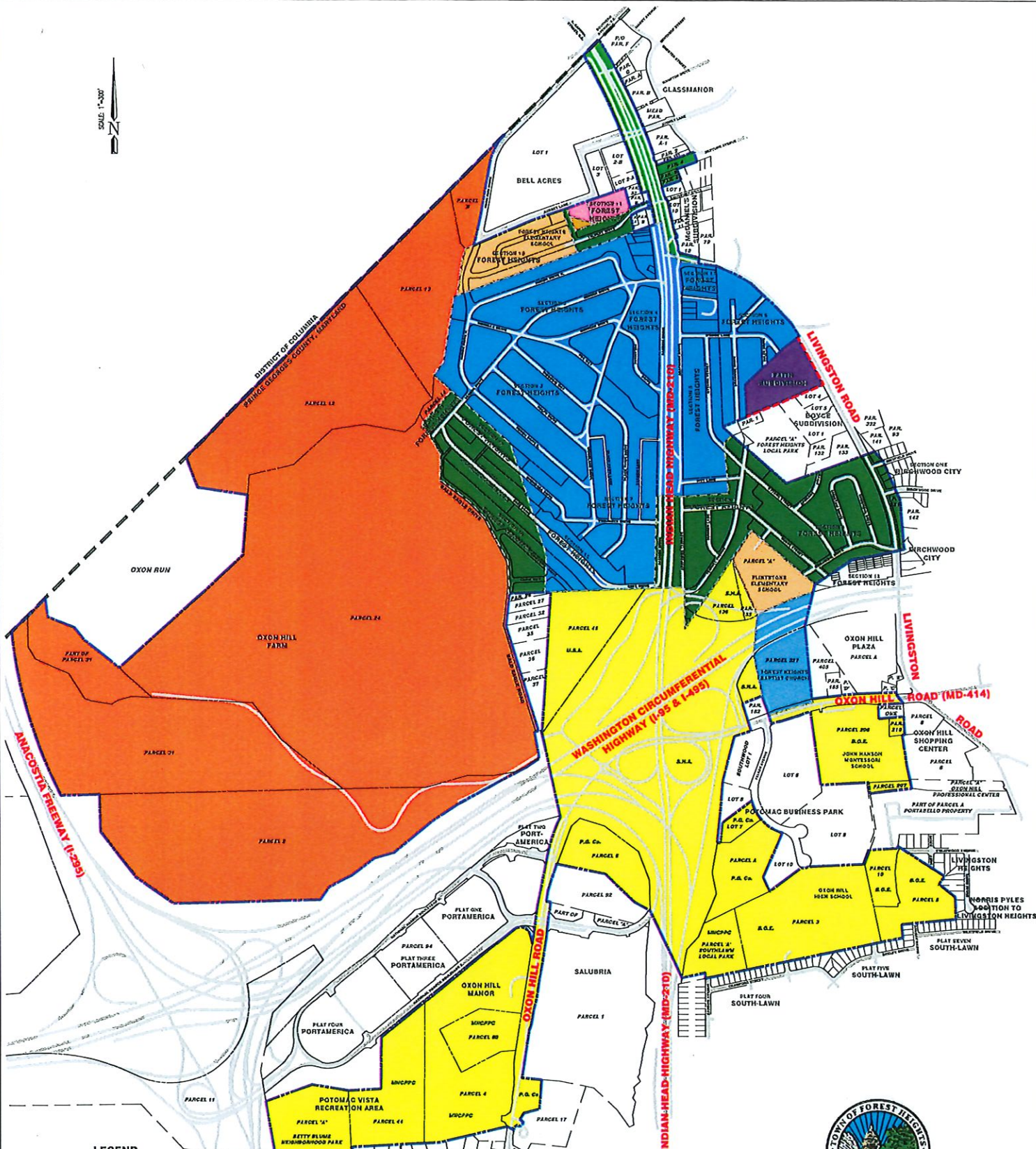
In accordance with the Local Government Article, §4-406, of the Annotated Code of Maryland (the "Maryland Code"), this Notice shall be published two (2) times, at consecutive weekly intervals, beginning on or about September 23, 2021.

Notice is further hereby given by the Town Council that following such public hearing, the Town Council is empowered by law to enact said Resolution and, if so enacted, the Resolution provides that it shall take effect upon the forty-sixth (46<sup>th</sup>) day following passage, and that said resolution is further subject within such period to a Petition for Referendum by qualified voters of the municipality pursuant to the requirements of the Local Government Article, §4-409, *et seq.* of the Maryland Code.

The Resolution, including and together with the exhibits, plats and/or the map entitled "Map of the Ninth Extension of the Town of Forest Heights, Prince George's County, Maryland, 1" = 300', July 2021" prepared by Charles P. Johnson and Associates, Inc., attached to said Resolution, and a metes and bounds description of the lands which are the subject of the annexation, and a proposed Annexation Plan are all incorporated by reference herein and are available for inspection at the Forest Heights Municipal Building during regular office hours. Please consult all items referenced and incorporated herein for an accurate and more detailed description of the Annexation Property.

By Authority of: Habeeb-Ullah Muhammad, Mayor, The Town of Forest Heights, Maryland,





**LEGEND**

- ORIGINAL BOUNDARIES - TOWN OF FOREST HEIGHTS (1848)
- FIRST EXTENSION TO THE TOWN OF FOREST HEIGHTS (1932)
- SECOND EXTENSION TO THE TOWN OF FOREST HEIGHTS
- THIRD EXTENSION TO THE TOWN OF FOREST HEIGHTS
- FOURTH EXTENSION TO THE TOWN OF FOREST HEIGHTS
- FIFTH EXTENSION TO THE TOWN OF FOREST HEIGHTS (2010)
- SIXTH EXTENSION TO THE TOWN OF FOREST HEIGHTS (2016)
- SEVENTH EXTENSION TO THE TOWN OF FOREST HEIGHTS (2012)
- EIGHTH EXTENSION TO THE TOWN OF FOREST HEIGHTS (2018)
- PROPOSED NINTH EXTENSION TO THE TOWN OF FOREST HEIGHTS (2021)
- CURRENT TOWN BOUNDARY
- PROPOSED ANNEXATION BOUNDARY



**MAP OF  
THE NINTH EXTENSION OF THE  
TOWN OF FOREST HEIGHTS  
PRINCE GEORGE'S COUNTY, MARYLAND**  
1" = 300' JULY 2021

STREET CENTRELINES FROM MD MAP MAPPING AND GIS DATA PORTAL  
HOLLANDS KEY DEEDS & PLATNEY PLAT BOUNDARY LINES  
STREET NAMES FROM 200 MAP BOOK

*Handwritten signature*



**CPI** Charles F. Johnson & Associates, Inc.  
Civil and Survey Engineering - Planning - Landmarks & History - Mapping  
2700 Chain Bridge Road, Suite 300, Silver Spring, MD 20910-1204, 444-7000 FAX 444-7001  
E-MAIL: cfi@cfja.com WWW: www.cfja.com



**MAYOR AND COUNCIL  
THE TOWN OF FOREST HEIGHTS  
ORDINANCE NO. 03-21**

**AN ORDINANCE TO INCREASE THE SALARIES OF THE TOWN'S ELECTED  
OFFICIALS BY AMENDING SECTION 2.2 OF THE TOWN ORDINANCE CODE**

Introduced by: Council President Washington

**WHEREAS**, pursuant to Section 33-5 (Salary of the Council) and Section 33-17 (Salary of the Mayor) of the Town Charter, each Councilman and the Mayor shall receive an annual salary as specified from time to time by an ordinance passed by the Council in the regular course of its business provided; however, that the salary specified at the time any Councilman or the Mayor takes office shall not be changed during the term for which that Councilman or Mayor was elected, and the ordinance making any change in the salary paid to the several Councilmen or the Mayor, either by way of increase or decrease, shall take effect only as the terms of the members of the Council or Mayor which enacted it expire; and

**WHEREAS**, Mayor and Council further finds that the last time a salary adjustment was approved for the Mayor and Council took place with the enactment of Ordinance No. 01-17 whereby the Mayor's annual compensation was decreased from \$12,000 to \$10,000, but the councilmembers' annual salary was increased from \$2,500 to \$2,800; and

**WHEREAS**, the legislative governance responsibilities and budget oversight of the Town have substantially increased over the past several years and to compensate for the increase in the time and responsibilities placed on the Town's elected officials, the Mayor and Council finds the increase to be fair and reasonable; and

**WHEREAS**, the Mayor and Council further finds that an increase in salary will provide an incentive for more citizens to be interested in these elected positions, and thereby result in more highly qualified persons competing for these offices.

**Section 1. NOW THEREFORE, BE IT ORDAINED AND ENACTED** by The Mayor and Council of The Town of Forest Heights that Section 2.2: Compensation of the Mayor and Councilpersons of the Town of Forest Heights Ordinance Code shall be amended and hereinafter read as follows:

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Article 2. Administration

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**CAPITALS IN BOLD :**           Indicate matter added to existing law  
[Brackets]                       :   Indicate matter deleted from existing law  
Asterisks \* \* \*                 :   Indicate that text is retained from existing law but omitted herein.

Page 1 of 4

The Town of Forest Heights Ordinance 03-21

First Reading Date/Time: \_\_\_\_\_  
Seconded Reading Date/Time: \_\_\_\_\_  
Publish in a Local Paper Dates: \_\_\_\_\_  
Acted Date: \_\_\_\_\_



**MAYOR AND COUNCIL  
THE TOWN OF FOREST HEIGHTS  
ORDINANCE NO. 03-21**

Part I. Personnel

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**Section 2.2: Compensation of the Mayor and Councilpersons**

The Mayor shall receive a salary of [~~\$10,000~~] **\$12,000** per year, payable monthly or unless otherwise prescribed by resolution of the Mayor and Town Council. Each Council person shall receive a salary of [~~\$2,800~~] **\$6,000** per year, payable monthly or unless otherwise prescribed by resolution of the Mayor and Town Council.

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**Section 2. AND BE IT FURTHER ORDAINED AND ENACTED,** that if any section or part of a section of this Ordinance shall be held invalid by a court of competent jurisdiction, such holding shall not affect the remainder of this Ordinance nor the context in which such section or part of section so held invalid shall appear, except to the extent that an entire section or part of section may be inseparably connected in meaning and effect with the section or part of section to which such holding shall directly apply.

**Section 3. AND BE IT FURTHER ORDAINED AND ENACTED,** that this Ordinance shall take effect thirty (30) calendar days following adoption by the Town Council, having been passed by the required yeas and nays votes of the Mayor and Council of the Town of Forest Heights; however, the salary changes authorized herein shall take effect only as the terms of the members of the Council or Mayor which enacted it expire.

**Section 4. AND BE IT FURTHER ORDAINED AND ENACTED,** that upon passage, the Town Clerk shall cause to be published a summary of this Ordinance at least twice in the town newsletter or a newspaper having general circulation within the Town of Forest Heights.

**HAVING BEEN INTRODUCED AND HAVING BEEN READ** as an ordinance and passed by a yeas and nays vote of the Mayor and Council of the Town of Forest Heights with the affirmative votes of at least four (4) of the members of the legislative body including the Mayor as indicated below at a regular Public Meeting of The Mayor and Council of the Town of Forest Heights held on the \_\_\_\_ day of \_\_\_\_\_, 2021 at \_\_\_\_\_ o'clock p.m., in the Municipal Building in Forest Heights, Maryland.

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**CAPITALS IN BOLD :**            Indicate matter added to existing law  
**[Brackets]**                        :    Indicate matter deleted from existing law  
**Asterisks \* \* \***                :    Indicate that text is retained from existing law but omitted herein.

Page 2 of 4

The Town of Forest Heights Ordinance 03-21

First Reading Date/Time: \_\_\_\_\_  
Seconded Reading Date/Time: \_\_\_\_\_  
Publish in a Local Paper Dates: \_\_\_\_\_  
Acted Date: \_\_\_\_\_



**MAYOR AND COUNCIL  
THE TOWN OF FOREST HEIGHTS  
ORDINANCE NO. 03-21**

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

MUHAMMAD

\_\_\_\_\_

BARNES

\_\_\_\_\_

HINES

\_\_\_\_\_

BROWNSON

\_\_\_\_\_

ATKINSON

\_\_\_\_\_

NOBLE

\_\_\_\_\_

WASHINGTON

\_\_\_\_\_

I HEREBY CERTIFY that the above Ordinance No. \_\_-21 was passed by the required yea and nay vote of the Mayor and Council of Forest Heights on the \_\_\_\_ day of \_\_\_\_\_, 2021.

ATTEST:

THE MAYOR AND COUNCIL OF THE  
TOWN OF FOREST HEIGHTS

\_\_\_\_\_  
Bonita C. Anderson, Town Clerk

By: \_\_\_\_\_  
Habeeb-Ullah Muhammad, Mayor

By: \_\_\_\_\_  
Calvin Washington, Council President

I HEREBY CERTIFY that following its passage, a summary of this Ordinance No. \_\_-21 has been published at least twice in the town newsletter or a newspaper having general circulation in the Town of Forest Heights.

\_\_\_\_\_  
**CAPITALS IN BOLD :**      Indicate matter added to existing law  
[Brackets]                        :      Indicate matter deleted from existing law  
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Page 3 of 4

The Town of Forest Heights Ordinance 03-21

First Reading Date/Time: \_\_\_\_\_  
Seconded Reading Date/Time: \_\_\_\_\_  
Publish in a Local Paper Dates: \_\_\_\_\_  
Acted Date: \_\_\_\_\_



**MAYOR AND COUNCIL  
THE TOWN OF FOREST HEIGHTS  
ORDINANCE NO. 03-21**

Date: \_\_\_\_\_, 2021

\_\_\_\_\_  
Sherletta Hawkins, Town Clerk

DRAFT

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Page 4 of 4

The Town of Forest Heights Ordinance 03-21

First Reading Date/Time: \_\_\_\_\_  
Seconded Reading Date/Time: \_\_\_\_\_  
Publish in a Local Paper Dates: \_\_\_\_\_  
Acted Date: \_\_\_\_\_